



**STATE OF NEVADA
DEPARTMENT OF ADMINISTRATION
NEVADA STATE LIBRARY AND ARCHIVES**

**100 N. Stewart Street
Carson City, Nevada 89701
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**The Committee to Approve Schedules for the Retention
and Disposition of Official State Records**

Meeting Notice

DATE: Wednesday, March 11, 2015
TIME: 1:15 p.m.
LOCATION: Nevada State Library and Archives Building
Board Room
100 North Stewart Street
Carson City, Nevada 89701

Notice: The Committee to Approve Schedules for the Retention and Disposition of Official State Records may address items out of sequence. The Committee may combine two or more agenda items for consideration, and the Committee may remove an item from the agenda or delay discussion relating to an item on the agenda at any time.

Agenda

- 1. Call to Order, Welcome, Roll Call**
- 2. Public Comment**
Comment may be limited to 5 minutes at the discretion of the Chairman.
- 3. Review, correct, if necessary, and approve the minutes of the January 14, 2015 meeting.**
- FOR POSSIBLE ACTION 4. Human Resource Management, Hearings and Appeals Division**
A. RDA 1989100: Recordings of Hearings
- FOR POSSIBLE ACTION 5. Department of Transportation**
A. TRDA 2014016: Audit – Final Report (Fiscal)
B. TRDA 2014017: Audit – Work Management and Resource Files (Fiscal)
C. TRDA 2015004: Qualification for Bidding (Administrative)
- FOR POSSIBLE ACTION 6. Health and Human Services, Public Health and Clinical Services**
A. RDA 1990423: Community Health Nursing: Medical Records (Adult)
B. RDA 2015005: Community Health Nursing: Medical Records (Youth)
C. RDA 2006005: Program Medical Files (Adult)
D. RDA 2015006: Program Medical Files (Youth)

FOR POSSIBLE ACTION

7. **General Records Retention and Disposition Schedule**
A. RDA 2015003: Calendars

8. **NAC Update**
R118-12; R107-13

9. **BDR and Bill Update**
33-318; AB135

FOR POSSIBLE ACTION

10. **Nevada Department of Transportation Update**

11. **Discuss future agenda items**

Department of Education

Department of Corrections

Department of Health and Human Services: Marijuana Health Registry

General Schedule: Law Enforcement: Portable Recordings

Army National Guard

Office of the Controller

12. **Information Items**

13. **Public Comment**

Comment may be limited to 5 minutes at the discretion of the Chairman.

FOR POSSIBLE ACTION

14. **Confirm time of next meeting**

Next meeting scheduled for April 8, 2015 at 1:15pm

15. **Adjourn**

General Information

Members of the public who are disabled or who may require special accommodations at the meeting are requested to notify Sara Martel in writing at the Records Management Program 100 N. Stewart Street, Carson City, NV 89701 or by calling (775) 684-3422 or by email smartel@admin.nv.gov prior to the meeting date.

A complete copy of the information submitted to the Committee for this "Agenda and Meeting Notice" is available by contacting the Records Management Program at (775) 684-3411. This agenda, the Committee Packet and all other supplemental material made available to each Committee member will also be made available to the public on the website of the Department of Administration, Nevada State Library and Archive prior to the meeting date and may be found at: www.nsla.nv.gov (under Records Management, State Records Committee).

The material is also available by contacting Sara Martel at smartel@admin.nv.gov

This agenda has been posted at the following locations:

The Nevada State Library and Archives
100 North Stewart Street
Carson City, NV 89701

The Nevada Legislature
401 S. Carson St.
Carson City, NV 89701

Washoe County Library
301 South Center Street
Reno, NV 89505

The Las Vegas/Clark County Library District
1401 E. Flamingo Road
Las Vegas, NV 89119

NSLA website: www.nsla.nv.gov

As required by [NRS 232.175](#):

<https://notice.nv.gov/> Under the Department of Administration, State Records Committee.